

influence that the many environmental factors entering in have upon child life have led to the distinct need for the assembling of cumulative pupil-personnel records. Therefore, the development of a well-planned and integrated system of record keeping through the active participation of all individuals involved should prove most profitable to the school in helping (a) to discover and study the specific needs and interests, also the abilities, of pupils in all aspects of their growth; (b) to determine the causes of behavior difficulties and failures; (c) to identify those children who need special help because of their exceptional problems, including the all-round gifted pupil and the pupil with special abilities; and finally, (d) to project a well-balanced educational program for each individual child on the basis of the total findings to date. Such vital individual pupil records should contain pertinent cumulative data concerning the pupil's health, school performance and behavior, interests, personal difficulties and needs, particular strengths, home environment and heritage, and other significant facts. The information assembled should be made available to all properly qualified persons engaged in or concerned with rendering direct service to the particular children considered.

*Appraisal of program in progress.* All educational practice needs to be constantly evaluated and revised in the light of rapidly changing standards that are based on increased knowledge of child development as an outgrowth of the best developments in research and in practice. Moreover, all programs should be modified and enlarged from time to time, if necessary, to administer to changing pupil needs when they are discovered. Such direct questions as those listed below may be of value in centering attention upon important aspects of the program in operation:

- a. How effectively is the work being done day by day?
- b. Are the expenditures for special education producing results in all-round pupil growth sufficiently satisfying to warrant the continuance of the program on the present basis? If not, what desirable changes should be effected?
- c. How adequate are the educational provisions that are being made to meet the existing needs?